

Checklist for VISA: Applicants under the directive 2004/38/EC (Family member of an EU, EEA and Swiss citizen, who exercises the Right of Free Movement)

Name: _____	Contact No.: _____
Passport Number: _____	E-mail Address: _____

Supporting documents shall be translated in English, Finnish or Swedish and shall be presented in the following order. Originals shall be presented in Visa Application Centre. Please be prepared to show original documents at the VAC, but submit only photocopies of documents. The Embassy does not return any other documents to applicant than passports.

If all the below mentioned conditions (1-3) are not fulfilled, the visa application shall be processed as a tourist or private visit application. In this case, please see the checklist for the correct application category and submit the required documents accordingly.

1. Union citizen exercises the right of free movement = Union citizen who moves to or resides in a Member State other than that of which he/she is a national.
2. The applicant is a family member of a EU, EEA or Swiss citizen (spouse, partner in a registered relationship, child under 21 years of age or a direct relative in the ascending line dependent of a Union citizen or a spouse/partner).
3. The EU/EEA/Swiss citizen's journey and the family member's journey are related to each other (=the visa applicant travels together with the EU/EEA/Swiss citizen or follows the citizen later).

Required Documents	Original	Copy	Remarks (if document is missing or if the condition does not meet requirements)
Schengen visa application form duly completed, dated and signed by the applicant (signatures in the field 37, field "multi-visa" in case of multientry and at the end of the application).			
Colour passport photograph; maximum 6 months old, 35 – 40 mm., background must be plain light-coloured, neutral face expression. The photo must not be edited.			
Original valid passport/travel document and one photocopy of it (ID page and all pages containing markings). Must be valid for a minimum of 3 months after the planned journey and issued within the previous 10 years and have at least 2 blank pages.			
Valid national ID-card and residence permit. Permit must be valid at least 3 months after the departure from the Schengen area.			
Documentation of points 1-3: <ul style="list-style-type: none"> • Proof of the EU/EEA/Swiss citizen's nationality (i.e. passport copy). • Proof of being a family member (e.g. marriage certificate or birth certificate or other reliable proof of family relationship). • Proof of travelling together with or to join the EU, EEA or Swiss family member (e.g. flight or hotel reservation). 			

Minors: <ul style="list-style-type: none"> • Passport and ID copies of custodian(s) (from both parents if applicable). • Birth certificate/court decision of custody (notarized). • Permission to travel from the guardian(s) if not travelling together with the child (notarized). 			
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Applicant to choose as appropriate:

I have understood that I have to submit the above-mentioned missing documents to the Finnish Embassy by _____. I accept by signing this form that the matter will be decided without the requested documents and that the decision may be to my disadvantage, if I will not submit the documents by the date noted above.

I do not intend to submit the above-mentioned documents to the Finnish Embassy.

Note: The Consulate reserves the right to request additional information/documentation and, if deemed necessary, to interview the applicant.

VISA Fee	
Service Fee	
Courier Fee (if any)	
Other Fees	

Name and signature of submission officer

Signature of applicant